

**Town of Richmond  
Planning Board Public Meeting**

**November 17, 2020**

**7:30 PM**

**Veterans Hall**

**Members Present:**

Stacie Maillet (Chairman)

Doug Smith, (Secretary)

Eric Duda

Doug Bersaw (Selectman's Rep.)

Butch Morin (Alt.)

Jed Butterfield (Alt.)

**Members Absent**

Jason Macdonald

Lloyd Condon, (Vice Chairman)

Seth Reece

Meeting called to order at 7:30 PM.

Jed Butterfield seated for Jason Macdonald.

**1. Public:**

No one from the public.

**2. Proposed cell tower application:**

The board agreed that the proposed application from ITW is complete. The Public Hearing was set for December 1, 2020 at 7:00 PM located at the Richmond Veterans Hall.

Consultation with the board and the Town Attorney will begin at 6:30 PM.

The board had a brief discussion on procedure and all agreed to accept the proposed application at the Public Hearing on December 1, 2020. Some discussion on changing the procedure to accept an application as complete, allowing the member who reviewed the application to discuss the application with the board a head of the Public Hearing. Presently, the application is accepted as complete at the public hearing not allowing any before conversation among the board members. The discussion takes place when the public is notified and can attend.

**3. Mail:**

November/December New Hampshire Town & City magazine.

**4. Minutes November 10, 2020:**

Top of the page second line down change the word hearing to meeting.

Page 1, under 2, third paragraph down, second line change: RSA from 767:4 1 (d) to 676:41 )d).

Third line down change the word agreeance to agreement.

Motion made by Butterfield to approve the minutes as amended. Seconded by Stacie Maillet. All in favor. None opposed. Motion carries.

**5. Proposed Zoning Ordinances Ballot 2021:**

The Richmond Selectmen will be meeting with the Richmond Conservation Commission on Thursday December 3, at 7:00 PM located at the Veterans Hall. The discussion will be around proposed zoning changes suggested by the Selectmen.

The board discussed:

to Article 6: Wetland Conservation District under 601 General: The Selectmen are proposing to reduce the wetland setback from 75' to 20'.

Bersaw presented information collected from neighboring towns websites to share with the Planning Board.

Fitzwilliam has the same Conservation District as Richmond, 75' setback.

Rindge has a setback of 50' with some exceptions.

Swanzy follows the state definition with no further setback.

Winchester no longer has a wetland district and follows the State setback.

Marlborough follows the State setback. No other setback was found.

Walpole follows the State setbacks and has the Floodplain district.

Troy has a 75' setback similar to Richmond.

For more information please see attached.

Bersaw discussed 1767 Structure and the present definition. What is considered a structure in Richmond? Does it include a flagpole? Bersaw went on to say that the enforcement of the setbacks create a headache and would eliminate additional process. Bersaw felt a 150' swath of property through someone's property is a large piece of property to lose.

The point was mentioned that there is a process built into the ordinances to allow relief from the 75' wetland setback. The process allowed more input from the Richmond Conservation Commission on how the building and disturbance of the wetlands will be handled. Using proper silt fencing and hay bales to help with erosion. Proper reclaiming of the surface with seeding. Properly securing the area after the construction has been completed.

Discussion on Article 3: General Provisions, under 301 Ruins: removing the word dilapidated and if it's necessary to have in the definitions. There was a suggestion to say, State of neglect makes it uninhabitable or state of disrepair as a result of age or neglect.

Planning Board members are welcome to attend the Conservation Commission meeting on December 3, 2020 at 7:00 PM located at the Richmond Veterans Hall.

**6. Zoom meetings:**

Discussion with the Selectmen and they agree to set up Zoom for members who cannot appear at meetings due to illness or who may have concern for their health. The zoom meetings are not to take place of physical attendance and are only for members that are concerned. Duda was asked to get together with Selectman Andrew Wallace and help moving the zoom forward.

THESE MINUTES MAY BE APPROVED AND /OR AMENDED AT THE FOLLOWING MEETING

Note: Maillet noted that Butch Morin who is an alternate to the board for years was considering resignation due to the lack of masks at the Planning Board meetings. Morin has been a member of the Richmond Planning board for 33 years and has a lot of knowledge and history. Morin has served as a commissioner representing Richmond at the Southwest Region Planning Commission and serves presently on the SWRPC Board of Directors. Morin made the point that the SWRPC has and continues to do all meetings via zoom.

**7. Other:**

No other.

With no other business in front of the board.

Motion made by Bersaw to adjourn. Seconded by Smith. All in favor. None opposed. Motion carries.  
Meeting adjourned at 9:12 PM.

Respectfully Submitted,

Kandace Mattson